

FAA SE-2020 SIR2FO

Contract: DTFAWA-10-D-00030

Task Order: 0051 En Route and Oceanic Safety Support

CDRL #: 0008

(30_0051_CDRL_1412_0008_20121106)

Contractor Work Plan

November 2012

Submitted by:

Booz | Allen | Hamilton

8283 Greensboro Drive
McLean, VA 22102

Date: November 6, 2012

Attached is the Contractor Work Plan for Task Order 0051, TORP 1412 En Route and Oceanic Safety Support.

This is the formal submission for contract deliverable 8 – Contractor Work Plan due 45 days after award.

This initial schedule is based upon the task order contract including the Statement of Work, period of performance, and our approved resource levels.

As these requirements change we will update our plan.

In addition, we'll continue to respond to the needs and direction of our client, Karleen Hagen and Kathy Heet of AJE-3, and adjust our plan, priorities and tasking accordingly.

ID	TASK NAME	DURATION	START	FINISH
1	TO 51 Work Plan FY2013	365 Days	10/1/2011	9/30/2012
2	Monthly Status Report			
3	Monthly Status Report 1	31 Days	9/29/2011	11/10/2012
4	Monthly Status Report 2	30 Days	11/1/2011	12/10/2012
5	Monthly Status Report 3	31 Days	12/1/2011	1/10/2013
6	Monthly Status Report 4	31 Days	2	2/10/2013
7	Monthly Status Report 5	29 Days	1/1/2013	3/10/2013
8	Monthly Status Report 6	31 Days	2/1/2013	4/10/2013
9	Monthly Status Report 7	30 Days	3/1/2013	5/10/2013
10	Monthly Status Report 8	31 Days	4/1/2013	6/10/2013
11	Monthly Status Report 9	30 Days	5/1/2013	7/10/2013
12	Monthly Status Report 10	31 Days	6/1/2013	8/10/2013
13	Monthly Status Report 11	31 Days	7/1/2013	9/10/2013
14	Task 1: Task Management Support			
15	Management/Administration of Task Statements	365 Days	09/29/2012	9/28/2013
16	Resource Allocation and Utilization	365 Days	12	9/28/2013
17	Management of Personnel Resources Strategies	365 Days	09/29/2012	9/28/2013
18	Preparation of Draft Requirements Documents	365 Days	12	9/28/2013
19	Monthly Status Reports	365 Days	09/29/2012	9/28/2013
20	Task 2: Technical Program Support		09/29/2012	9/28/2013
21	Technical Review Expertise and Support (DCPs, IOAs, etc)	365 Days	12	9/28/2013
22	Administrative Support	365 Days	09/29/2012	9/28/2013
23	Task 3: Airspace and Procedures Support		09/29/2012	9/28/2013
24	Review and Comment on Operational Function documents	365 Days	12	9/28/2013
25	Task 4: Quality Assurance Support		09/29/2012	9/28/2013
26	Review and Comment on NAS Operational Incidents	365 Days	12	9/28/2013
27	Task 5: Planning and Requirements Support		09/29/2012	9/28/2013
28	Review and Comment on Planning and Requirements	365 Days	12	9/28/2013

29	Integration and Maintenance of Operational Systems	365 Days	09/29/2012	9/28/2013
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30	Task 6: Training Support			09/29/20	
31	Review Technical Instruction Materials	365 Days	12	09/29/20	9/28/2013
32	Comment on Operational Training Procedures	365 Days	12	09/29/20	9/28/2013
33	Task 7: Program Management Support			12	9/28/2013
34	Develop Charts, Briefings, and White Papers	365 Days	12	09/29/20	9/28/2013
35	Establish Teleconferences and Meetings	365 Days	12	09/29/20	9/28/2013
36	Create Meeting Agendas and Notices	365 Days	12	09/29/20	9/28/2013
37	Develop Meeting Minutes and Action Items	365 Days	12	09/29/20	9/28/2013